



Special Use Permit

\$3.00 guest fee for Adults (ages 18 & up)
\$2.00 guest fee for Children (ages 5 - 17)
Children four (4) years and under are free.

Date Received:	_____
Member Verified:	_____
Employee:	_____

Renter (NECA Member): _____

Newtown Property Address: _____

Phone #: _____ Alternate #: _____ Email: _____

Date of Event: _____ Day of the Week _____

Name of Guest	Age	Fee	Paid	Name of Guest	Age	Fee	Paid
1				16			
2				17			
3				18			
4				19			
5				20			
6				21			
7				22			
8				23			
9				24			
10				25			
11				26			
12				27			
13				28			
14				29			
15				30			

The use of a "Special Use Permit" is available from the hours of **8:00am to 4:00pm**. Renter must be a bona fide NECA member, eighteen (18) years of age or older, with current NECA facility membership and must be present at all times during the event. The household in which the renter applying for the permit resides in must be in good standing with NECA as stated in the Newtown Estates Recreation Center Rules & Guidelines book. All "Special Use Permit" request are subject to approval. In the event that the request is disapproved, the renter applying for the permit will be notified. **The "Special Use Permit" reserves the use of the kitchen.** The pavilion area can be utilized on a first-come first-serve basis, however, members already using the area cannot be asked to leave. The renter will be allowed to bring a maximum of thirty (30) guests to the premises. A non-refundable fee for each guest will be paid at the time the reservation is requested (minimum of \$12.00) and there is a 50% fee to change the date of the "Special Use Permit". Request for a permit can be made a month in advance and no less than seven (7) days of the desired date. Renters requesting to apply for a permit less than seven (7) days of the desired date will be assessed a non-refundable \$10 late registration fee, in addition to the required non-refundable guest fee. The renter is responsible for the general cleaning of all equipment/areas used and trash receptacles emptied and new liners installed. Lifeguard hours vary and may not be available at the time of your event. All other applicable rules will be in effect during the reservation period. Prohibited: Smoking, cooking, open-fire, fire dancing, pony rides, petting zoos, piñatas, use of the Health Club.

I HAVE READ, UNDERSTAND AND AGREE TO ABIDE BY ALL THE MEMBERSHIP RULES & REGULATIONS:

Renter's Signature: _____ Date: _____

FOR OFFICE USE ONLY

Deposit Fee:	Receipt #:	Date:	Employee:
Guests Fees:	Receipt #:	Date:	Employee:
Late Registration Fee:	Receipt #:	Date:	Employee: